

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
January 9, 2008**

The Highland Redevelopment Commission (“Commission”, “RC”) met in Study Session on Wednesday, January 9, 2008 at 6:23 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. The Study Session was called to order by President Adam Gawlikowski. The minutes were prepared by Cecile Petro, Redevelopment Director.

ROLL CALL: Present on silent roll call included Commissioners: Dominic Noce, Brice Johnson, Jim Kessler, and Adam Gawlikowski. Rich Garza was absent with notice. Also in attendance were Town Council President Bernie Zemen and Economic Development Commissioner George VandeWerken.

General Substance of the Study Session

Redevelopment Commissioners reviewed the **agenda, minutes, and claims for the Public Meeting**. Commissioners asked about the loans taken out of fund 097, Redevelopment Interest and Bond fund. The Director explained that the Clerk Treasurer’s office took a loan out of that fund because the town has not received our full 2007 tax levy.

The Commission discussed the **election of officers**. The Director stated that the Commission should at this point proceed with the election of officers until appointments are made by the Town Council to the Redevelopment Commission. When those appointments are finalized, a new election will take place. The Commission discussed a possible slate of officers for the current Commission.

Town Council President Bernie Zemen stated that **Attorney Carol Green-Fraley** would be our new attorney for 2008. The President added the appointment of the Commission’s attorney to the public meeting agenda.

Director Petro stated that the Commission is charged with **appointing a recording secretary**, a function that she has been performing for the past couple of years because she has been unable to fill that position. She would like to find someone to take over this duty. In the meantime, she would fulfill this function.

A **schedule of meeting dates for 2008** was presented to the Commission by the Director. The Commission discussed the November and December Study Session dates which precede holidays.

Attorney Carol Green-Fraley entered the meeting.

The Commission discussed different possibilities for the **Girl Scout building on Highway Avenue**. The Commissioners stated that they need to know several things

before a recommendation can be made to the new Town Council: 1) will the Girl Scouts consider an option on the property and if so, how much and for how long will that option be; 2) what is the attitude of the Council on purchasing property or taking out an option on the property; and 3) how much bonding power does the Commission have at the present time? The Director will contact the Girl Scouts to find out if they would consider an option. The Commission agreed that a meeting with the Town Council would assist them with their task. Councilman Zemen suggested February 4, 2008 at the Town Council Study Session would be a good time to have the joint meeting.

ADJOURNMENT:

The Study Session was adjourned at 7:00PM for the Public Meeting.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING
January 9, 2008**

The Highland Redevelopment Commission (“Commission”, “RC”) met in a Public Meeting on January 9, 2008 at 7:03 PM in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana. Redevelopment Commission President Adam Gawlikowski called the meeting to order.

ROLL CALL:

Present on roll call included Redevelopment Commissioners Dominic Noce, Jim Kessler, Brice Johnson, and Adam Gawlikowski. Rich Garza was absent with notice. Also in attendance were Town Council President Bernie Zemen, Economic Development Commissioner George VandeWerken, and Attorney Carol Green-Fraley. Taking minutes for the meeting was Redevelopment Director Cecile Petro.

MINUTES OF PREVIOUS SESSIONS:

Commissioner Kessler made a motion to accept the minutes of the Public Meeting and Study Session of December 12, 2008, as prepared. Commissioner Noce seconded the motion. **Motion carried 4 ayes, 0 nays, and 1 absent.**

SPECIAL ORDERS:

Commissioner Noce made a motion to maintain existing officers until the Town Council appoints members to the Commission. Commissioner Johnson supported the motion. **Motion passed 4 ayes, 0 nays, and 1 absent.**

Commissioner Johnson made a motion to retain Ms. Petro as the Recording Secretary. Commissioner Noce seconded the motion. During discussion, the Director explained the function of the Recording Secretary. Commissioner Noce stated that it is difficult for a Director to perform this function as well as direct the meeting. Commissioner Johnson asked what it would take to acquire someone for the position. The Director explained that the monetary amount is not sufficient to attract someone to this position. **Motion carried 4 ayes, 0 nays, and 1 absent.**

Commissioner Noce made a motion to appoint Attorney Carol Green Fraley with the firm of Green and Kuchel as the Redevelopment Commission attorney for 2008. Commissioner Johnson seconded the motion. During discussion Commissioner Noce welcomed Attorney Green-Fraley who was a former Redevelopment Commission attorney several years ago while he was Redevelopment Director. **Motion carried 4 ayes, 0 nays, and 1 absent.**

COMMUNICATIONS: None

UNFINISHED BUSINESS AND GENERAL ORDERS: None

NEW BUSINESS:

Commissioner Kessler made a motion to approve the meeting schedule of the Redevelopment Commission for 2008 as prepared by the Director. Commission Noce seconded the motion. During discussion the Commission agreed that they may change the November and December 2008 study session dates at a later meeting because they precede holidays. **Motion carried 4 ayes, 0 nays, and 1 absent.**

Highland, Indiana Redevelopment Commission
2008 Meeting Schedule

January 9 January 23	Public Meeting and Study Session Study Session
February 13 February 27	Public Meeting and Study Session Study Session
March 12 March 26	Public Meeting and Study Session Study Session
April 9 April 23	Public Meeting and Study Session Study Session
May 14 May 28	Public Meeting and Study Session Study Session
June 11 June 25	Public Meeting and Study Session Study Session
July 9 July 23	Public Meeting and Study Session Study Session
August 13 August 27	Public Meeting and Study Session Study Session
Sept. 10 Sept. 24	Public Meeting and Study Session Study Session
October 8 October 22	Public Meeting and Study Session Study Session
Nov. 12 *Nov. 26	Public Meeting and Study Session Study Session
Dec. 10 **Dec. 24	Public Meeting and Study Session Study Session

*Day before Thanksgiving (Meeting may be cancelled or rescheduled)

**Day before Christmas (Meeting may be cancelled or rescheduled)

ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Johnson made a motion to pay accounts payable vouchers as posted and discussed. Commissioner Noce supported the motion. **Motion passed 4 ayes, nays, and 1 absent.**

BUSINESS FROM THE COMMISSIONERS: None

PUBLIC COMMENTS: None

NEXT MEETING:

President Gawlikowski informed the public about the dates of the next public meeting and the next full study session. The Redevelopment Commission will meet in a full study session on January 23, 2008. The next public meeting will be on February 13, 2008, with a study session before and following the public meeting.

ADJOURNMENT:

Commissioner Noce made a motion to adjourn the meeting. Commissioner Kessler seconded the motion. **By a unanimous voice vote the meeting was adjourned at 7:21 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION RECONVENED
January 9, 2008**

The Highland Redevelopment Commission (“Commission”, “RC”) President, Adam Gawlikowski, reconvened the Study Session at 7:23 PM on January 23, 2008, in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana.

ROLL CALL:

Present on silent roll call were Redevelopment Commissioners Dominic Noce, Jim Kessler, Adam Gawlikowski, and Brice Johnson. Rich Garza was absent with notice. Also in attendance was Redevelopment Director Cecile Petro.

General Substance of the Reconvened Study Session

1. Discussion of the Girl Scouts Building

The Commission discussed the recent appraisal for the Girl Scout Building at 2906 Highway Avenue. Commissioners discussed the possibility of 1) acquiring an option on the property, 2) purchasing the property to flip it to a developer, or 3) purchasing the building outright and housing staff until the town hall is rehabbed. Commissioners discussed the importance of being pro-active in developing the town. They discussed the possibility of controlling the Girl Scouts property and having a plan for its use before entertaining any one of the options. Ultimately, they agreed that the Town Council and the Redevelopment Commission should meet to discuss this item and set a course of action. Commissioners directed Ms. Petro to find out if the Girl Scout board has to follow specific rules or regulations in the sale of the property.

2. Update on business attraction and expansion in Highland

The Director provided code names for current projects so that the Commission could discuss them in public without divulging confidential information. Ms. Petro reviewed the status of each potential project.

3. Vacant property ordinance

Commissioner Johnson proposed imposing an ordinance that would fine property owners who leave their properties vacant for more than twelve months. After much discussion, it was decided that this would be in the purview of the Building and Inspection Department. Nevertheless, the Commission agreed that some tools may be needed by the town to address the vacancy problem.

ADJOURNMENT

The Study Session was adjourned at 8:03 PM by general consent. Minutes were prepared by Redevelopment Director, Cecile Petro.